6th ADMT meeting action list

	Action	Target Date	Responsibility	Status
	General Actions			
1	Update User Manual and QC manual	December 2005	T Carval & Annie Wong	
2	Dfiles version tracking system to be defined	March 2006	Mark Ignaszewski and Thierry Carval	
3	Make GDAC synchronization more robust	March 2006	GDACs	
4	Implement voluntary user registration at the GDACs and AIC	January 2006	GDACs, ATC	
5	DACs to report the status and plans to reduce the backlog of GTS-only files on the GDAC to ADMT chairs	January 2006	ADMT chairs and DACs	
6	Define monitoring requirements and implement them at the AIC		ADMT chairs, Technical Coordinator	
7	Design and implement a simple problem reporting system		ADMT Chairs, ATC, GDAC managers	
	AST Actions			
8	AST to define whether or not thermal inertial lag should be corrected in real time by DACS	AST meeting January 2006	D Roemmich	
9	AST to provide guidelines to include "good" Argo Profile in the reference database	AST meeting January 2006 or prior to 2nd DM workshop	D Roemmich	
	Format Actions			
10	Control that the information on Sensor is properly defined in metadata files	End 2005	Dac Managers	
11	DM operator to provide the list of "highly desirable" fields to be filled in Dfiles	December 2006	B King and A Wong to coordinate with DM operators	

12	GDAC to update file checker to check the "highly desirable" Dfile fields	January 2006	Mark Ignaszewski and Thierry Carval	
13	Define list of "highly desirable" parameters for trajectory files	May 2006	B King	
14	Standardize technical file parameter names	January 2006 (for AST)	A Thresher (coordinator)	
15	Implement the format changes that were agreed	January 2006	Mark & Thierry to coordinates with DACs	
16	Finalize BUFR format and present it to WMO	December 2005	T Yoshida and E Charpentier	
	Real-time QC Actions			
17	Contact WEBB to clarify the usage of SURFACE-PRESSURE technical parameter in Realtime	End 2005	A Tresher	
18	Dac to implement in realtime last constant offset calculated in DMQC	ASAP	All Dacs	
19	Continue the study on extrapolation in realtime of last (slope,offset) calculated in delayed mode	2nd DM workshop	V Thierry /B King	
20	Develop standard QC test dataset	December 2005	Coriolis	
21	Validate proper real-time QC checks using standard test dataset		Coriolis to coordinate with DACs	
	Delayed-Mode QC Actions			
22	Dac to test the Merged WJO-BS method for DMQC		Volunteer Dacs : Coriolis	
23	Peer review of the Dfiles available on Gdacs	March 2006	B King to coordinate	
24	Provide with the DelayedMode QC manual a cookbook with a set of documented example that should help the DM operators to process consistently	January 2006-	A Wong to coordinate	
25	Organize the second DM workshop	Mid 2006	AnnieWong et Brian King to coordinate	
	Reference Dataset Actions			
26	Argo director to provide to CCHDO list of PIs liable to provide recent CTD	Jan 2006	J Gould	

27	Dac to make sure recent CTD transferred to CCHDO	ASAP	All Dacs	
28	Coriolis to organize with CCHDO CTD transfer to provide a global reference database for ARGO	March 2006	J Swift and S Pouliquen	
	Data Problem Actions			
29	Vertical coordinate of GTS profiles on the GDACs to be converted to pressure		Coriolis GDAC	
30	Resolve "profile gap" problem	December 2005	CLS	
31	On GTS implement conversion from pressure to depth	December 2005	CLS & KMA	
32	Investigate and solve time differences between GTS and GDAC profiles	January 2006	AOML, JMA, INCOIS & KMA	